Ontario
Ministry of
Labour

Occupational
Health and Safety
Division

A Guide to The Occupational Health and Safety Act

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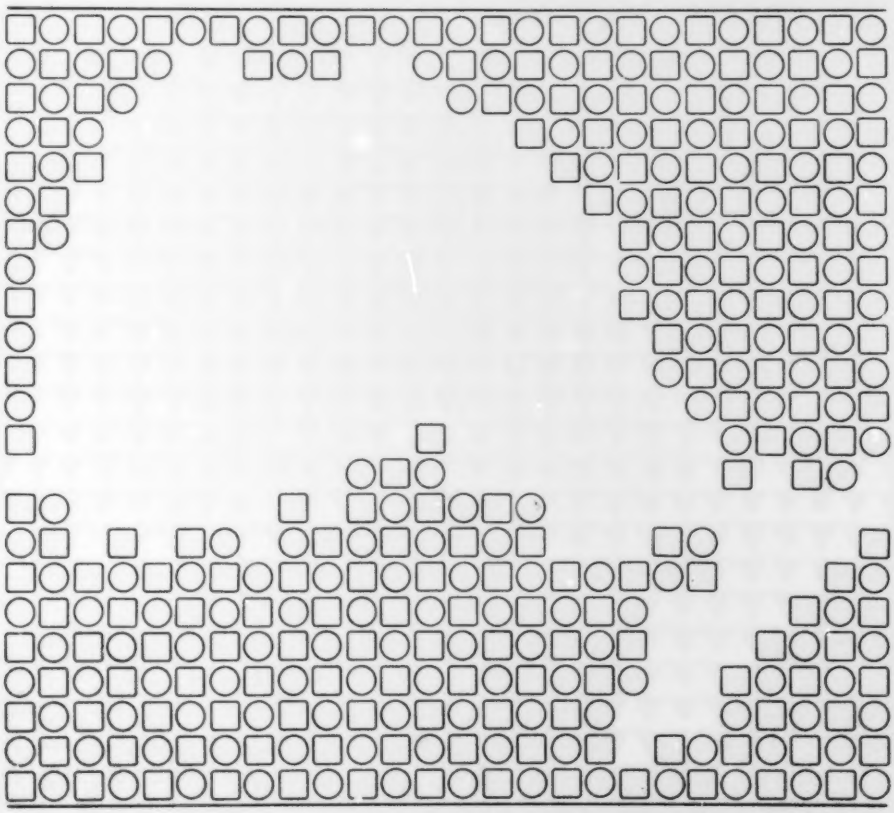

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A Guide to the Occupational Health and Safety Act

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Introduction

The *Occupational Health and Safety Act* came into force on October 1, 1979 and is designed to protect workers against health and safety hazards in the workplace. At the same time, regulations with specific health and safety provisions for industrial establishments, construction projects, and mines and mining plants came into effect.

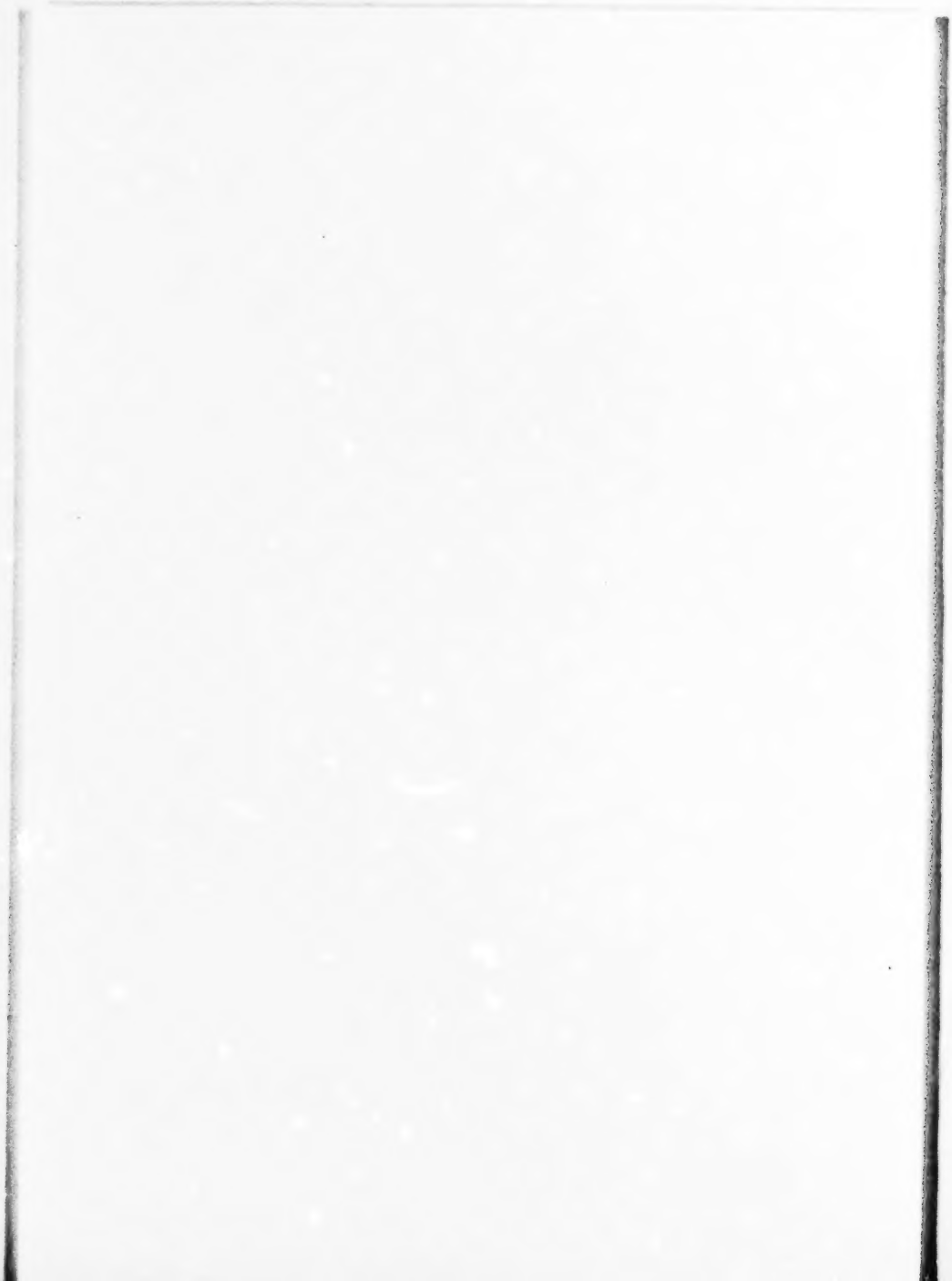
Since that time, several changes have been made to existing regulations and additional regulations have been put into force. Appendix A on Page 30 provides a list of all regulations made to date under the *Occupational Health and Safety Act.*

The Act applies to all workplaces except private homes where work is being done by the owner, occupant or servants; it does not apply to farming operations unless made to do so by regulation.

All employers and workers should acquaint themselves with the Act to determine its application to their circumstances.

This booklet is in two parts. Part 1 identifies some of the major features of the Act and answers some of the questions most commonly asked. Part 2 describes how the Ministry of Labour administers the Act.

The information in this booklet is not intended as a legal interpretation. It is necessary to read the official texts for the requirements in given situations.



Part 1

Health and Safety Representatives (section 7)

What is a health and safety representative?

A health and safety representative is a worker appointed to represent workers in relation to matters of health and safety in the workplace. Representatives provide a basis for regular communication between workers and their employer in regard to health and safety and they are given certain powers under the Act to enable them to carry out their duties.

Where must a representative be appointed?

At least one worker must be selected as the health and safety representative on all construction projects where the number of workers regularly exceeds twenty. On smaller construction projects and in industrial establishments, where no health and safety committee is required, the Minister of Labour may order the selection of a worker representative.

How is a representative selected?

Where a union, or unions, represents the workers, the union, or unions, appoints a health and safety representative from among the workers. Where there is no union, the workers may choose a representative by a suitable, practical method.

What workers select a worker representative?

Only those workers who do not exercise managerial functions can select the representative. This excludes those workers who have disciplinary powers over other workers or who can recommend discipline, those workers who can hire or fire or recommend hiring or firing and those workers who are a part of management.

Who can be selected as a worker representative?

Only a worker who does not exercise managerial functions can be a health and safety representative for workers. See above.

What are the powers of a health and safety representative appointed under a collective agreement?

Such a representative has all the powers given to him or her under the agreement plus the powers conferred under the Act, such as the right to inspect the workplace and to be involved in instances of refusal to work.

What are the powers of a health and safety representative under the Act?

1. Identification of hazards in the workplace

A representative may identify situations in the workplace which may be hazardous to workers and make recommendations about them to a constructor, employer, workers or a trade union representing the workers.

2. Inspections of the workplace

A representative can inspect the workplace as often as once a month, or more often if ordered to do so by a director of the Ministry of Labour. A representative also has the right to accompany ministry inspectors during their inspections of the workplace.

3. Investigations of a refusal to work

Where a worker exercises his or her right to refuse unsafe work, a representative has a right to be present on the investigation into such refusal.

4. Investigations of serious accidents to a worker

The employer is required to notify the representative of an accident in which a worker is killed or critically injured. The representative is entitled to inspect the scene and to make recommendations or report his or her findings to the employer, trade union, or the workers.

5. Reports to be made to a health and safety representative

The employer is required to report to the representative lost-time injuries of a worker caused by accident, explosion or fire. The employer is also required to report to the representative any occupational illnesses of workers of which the employer has knowledge.

The constructor or employer must give to the representative a copy of any order or report made by a ministry inspector.

6. Representative has right to information and assistance

The employer and the workers are required to give the representative any information and assistance necessary to carry out any of his or her functions.

What is the effect of a recommendation by a health and safety representative?

The Act does not require the constructor or the employer to carry out a representative's recommendation, but if the recommendation refers to a breach of the Act or a regulation, a ministry inspector can be notified and the ministry inspector can issue the necessary order.

Is the release or disclosure of information by a health and safety representative restricted?

If information obtained by a health and safety representative concerns any secret process or a trade secret, or concerns medical information about a worker, the representative is not to disclose this kind of information.

Is a representative entitled to compensation for time spent in performing inspections, investigating refusals to work and serious accidents?

The Act provides that a representative is entitled to be released from work for inspections and investigations, including those of refusal to work. The applicable rate of pay is that which the worker would receive if the worker were performing his or her regular work. Where the time so spent is beyond the worker's normal hours of work, a representative is entitled to the applicable rate for such hours.

Joint Health and Safety Committees (Section 8)

What is a joint health and safety committee?

A joint health and safety committee is a committee composed of at least two persons, of whom at least half represent the workers, to make recommendations with respect to health and safety in the workplace.

When must a joint health and safety committee be established?

In every workplace where twenty or more workers are employed, the employer must cause such a committee to be established. In addition, a joint health and safety committee must be established by an employer in those workplaces to which a designated substance regulation applies and to those workplaces to which an order made under Section 20 of the Act applies.

A workplace that is a project is excluded, as well as offices, shops, apartments, libraries, museums, art galleries, restaurants, hotels, theatres or private clubs.

If the minister is satisfied that on the first day of October, 1979, there was in existence at the workplace a committee or similar arrangement whereby the benefits conferred are equal to, or greater than, those that would be conferred by a joint health and safety committee established under the Act, no joint health and safety committee need be established.

If there is a dispute on whether a committee must be established, the Minister of Labour may deal with the matter and make a decision.

Can the establishment of a joint health and safety committee be ordered for any workplace?

The Minister of Labour can by his order require that a joint health and safety committee be established for any workplace, such as a project, or where there was an arrangement existing on the 1st day of October, 1979, or workplaces that are excluded, such as offices, shops, etc.

How is a joint health and safety committee established?

The employer is required to cause the workers or, where there is a trade union or unions at the workplace, the union or unions, to select persons to represent the workers. The number of members on the committee will depend upon the nature of the workplace and its operations. It is expected that the number of committee members selected to represent the workers will be a matter of agreement. The representatives selected by the employer cannot be greater in number than those selected by the workers or the union, but may be fewer.

Who can be selected as a health and safety committee member to represent the workers?

Only a worker who does not exercise managerial functions can be selected as a committee member, and the selection may be made only by workers who do not exercise managerial functions. Thus, workers who have disciplinary powers or who can recommend discipline or who can hire or fire or recommend hiring or firing or who can make policy decisions for the employer are excluded.

What are the powers of a joint health and safety committee?

1. Identification of hazards in the workplace

A joint health and safety committee identifies dangerous or hazardous situations and makes recommendations about them to the employer, the constructor and the workers.

2. Inspections of the workplace

The representatives of workers on the committee designate one of their group to inspect the physical condition of the workplace not oftener than once a month unless the frequency of inspections is ordered to be increased by a director of the ministry.

3. Investigations of a refusal to work

Where a worker exercises his or her right to refuse unsafe work, a worker representative designated by the worker representatives on the committee has the right to be present on the investigation into the refusal.

4. Investigations of serious accidents to a worker

Where a worker is killed or critically injured, the worker representative designated by the other worker representatives is entitled to inspect the scene and is to report his or her findings to the director and the committee.

5. Reports to be made to joint health and safety committee

The Workers' Compensation Board, at the request of the committee, is to send to the committee the annual summary of data relating to the employer respecting:

- the number of fatalities
- the number of lost workday cases
- the number of workdays lost
- the number of non-fatal cases requiring medical care but not involving lost workdays
- the number of occupational illnesses

The employer is required to report lost-time injuries caused by accident, explosion or fire at the workplace and occupational illnesses of which he or she has knowledge.

6. Committee has right to information and assistance.

The committee is entitled to obtain information:

a) of hazards from materials, processes or equipment;

b) of health and safety experience, practices and standards in the industry of which the employer has knowledge.

7. The committee can make recommendations to the employer for improvements related to health and safety and for the establishment, maintenance and monitoring of programs and measures in relation to health and safety.

What is the effect of a recommendation by a joint health and safety committee?

Where a specific recommendation is made that an employer does not act upon and the recommendation concerns what may be a breach or contravention of the Act or a regulation, a ministry inspector, on being notified, can investigate and issue any orders that the circumstances require.

What is the requirement for meetings of a committee?

A joint health and safety committee is required to meet at least once every three months at the workplace, or oftener when required by the minister, and is to take and keep minutes of its proceedings which are to be available for inspection by a ministry inspector.

Is the release or disclosure of information by a committee member restricted?

If information obtained by a representative on a committee concerns any secret process or trade secret, or concerns medical information about a worker, the committee member is not to disclose this kind of information.

Is a committee member representing workers entitled to compensation for time spent in attending meetings, performing inspections, investigating refusals to work and serious accidents?

The Act provides that a committee member representing workers is entitled to be released from work for committee meetings, inspections and investigations, including those of refusal to work. The applicable rate of pay is that which the worker would receive if he or she were performing regular work. Where the time so spent is beyond the normal hours of work, a committee member representing workers is entitled to the applicable rate for such hours.

Duties of Owners, Employers, Constructors, Supervisors, Workers and Suppliers (Sections 13-19)

Duties imposed on owners, constructors, employers, supervisors, workers and suppliers are set out in the Act, sections 13-19. A great many requirements with respect to work procedures, equipment, the use of protective devices, and the measures to be taken in specific instances are detailed in the regulations dealing with construction projects, industrial establishments and mines and mining plants. The regulatory requirements are established as standards which must be carried out at a minimum. In addition, the Act enables regulations to be made with respect to the control of biological, chemical and physical agents, the approval of laboratories and the regulation or prohibition of the installation or use of any machine, device or thing.

Who is an owner?

In order to be an owner, a person must be the legal owner of lands or buildings or may be a tenant or occupier or the agent of an owner.

The duties of an owner are in relation to the lands and the buildings used as a workplace.

What are the responsibilities of an owner?

Owners of workplaces have a duty to see

- that the premises comply with the regulations and that any requirements such as those governing fire escapes, exits, stairs and stairways, the materials to be used, and the bearing load of the floor are met and maintained;
- that, if the premises are to be constructed, developed, reconstructed, altered or added to, the work is done in compliance with the Act and regulations;
- that a director of the ministry is provided with any drawings, plans or specifications required by regulations.

Before an owner or employer undertakes any construction, development, reconstruction, alteration, addition or installation, plans must be filed with the ministry as specified by regulation. This applies, for example, to factories, mines, mining plants, certain construction projects and arenas. Specific details can be found in regulations for industrial establishments, construction projects and mines and mining plants. If required by regulation, copies of drawings must be available at the workplace for review by a ministry inspector. Owners of mines must maintain plans current within six months.

Who is an employer?

An employer is a person who employs, or contracts for the services of, a worker or workers, and includes a contractor or subcontractor who performs work or who supplies services or who undertakes to do so with an owner, constructor, contractor or subcontractor.

What are the responsibilities of an employer?

1. General

Employers who are covered under the Act are responsible for the maintenance of health and safety in the workplace. Every employer must take every precaution reasonable in the circumstances for the protection of workers. Particular duties are described in the Act and additional duties are imposed by regulation on employers in specific workplaces.

2. Specific

a) responsibility imposed for others:

Employers must ensure that anyone they appoint as a supervisor must be a competent person. A competent person is one who is qualified to organize the work because of knowledge, training and experience, who is familiar with the Act and regulations as they apply and who has knowledge of possible hazards in the workplace.

b) provision and maintenance of equipment:

If equipment, materials and protective devices are prescribed by regulation, employers must provide them and ensure that they are properly used and maintained. Employers must also ensure that measures and procedures prescribed by regulations are carried out.

c) duty to instruct and advise workers:

Employers are obliged to provide workers with information as set out in the Act. In addition to providing information, instruction and supervision to workers, relevant to their health and safety, employers must acquaint workers and supervisors with any hazard in the work and in the handling, storage, use, disposal and transport of equipment or toxic substances.

d) miscellaneous duties:

Employers must post in the workplace a copy of the Act and any explanatory material prepared by the ministry in both English and the majority language of the workplace.

Health and safety committees and representatives are entitled to the assistance and co-operation of employers in carrying out their functions.

Employers must not employ anyone under any age prescribed by regulation, nor allow anyone under a prescribed age into a workplace.

The Act enables regulations to be made for specific circumstances. Employers could, for example, be required to:

- establish and maintain an occupational health service;
- keep records of all phases of the use of toxic substances and notify the ministry of their use;
- monitor and keep records of worker exposure to toxic substances and give this information to workers;
- comply with any standards limiting exposure to toxic substances;
- ensure that only workers who are medically fit work in particular workplaces;
- provide written instructions on measures to be taken for the protection of workers.

Who is a constructor?

A constructor is a person who undertakes a construction project for an owner, and includes an owner who undertakes any part of a project by himself or with other employers.

What are the responsibilities of a constructor?

Constructors have a general duty to ensure that the health and safety of workers on projects are protected, that all the requirements of the Act and regulations are carried out and that every employer, especially subcontractors and their workers performing work on a project, complies with the Act and regulations.

Before starting work on a project, constructors must also provide the ministry with information prescribed by regulation.

Who is a supervisor?

A supervisor is a person who is in charge of a workplace or who has authority over a worker, who exercises disciplinary powers or who can recommend discipline or who can hire or fire or recommend hiring or firing.

What are the responsibilities of a supervisor?

Supervisors must take every precaution reasonable in the circumstances for the protection of workers. They must ensure that workers comply with the Act and regulations, and that workers use the equipment and protective devices and wear the protective clothing required by the employer.

More specifically, supervisors must advise workers of any potential or actual dangers to health and safety of which they are aware. A supervisor may be required by regulation to provide written instructions for the protection of a worker.

Who is a worker?

A worker is a person who performs work or who supplies services for money, but is not a person who is an inmate of a correctional institution who performs work in the institution, or a patient who is a participant in a work or rehabilitation program in an institution.

What are the responsibilities of a worker?

A worker must comply with the Act and any regulations made governing work procedures. If the employer requires particular equipment, protective devices or clothing to be used, the worker must comply with these requirements. Where a protective device is required by regulation or by the employer, a worker must not remove the device or make it ineffective without providing an adequate temporary protective device. The permanent device must be replaced as soon as possible.

A worker must not operate equipment in a way that could be hazardous to the worker or to other workers and must not engage in any prank or unnecessary running or boisterous conduct.

Must a worker report hazards to the employer or supervisor?

Workers must notify their employer or supervisor if any equipment or protective device is missing or if it is not functioning properly and could therefore be hazardous. They must also report to the employer or supervisor any other hazards or contraventions of the Act and regulations that they observe or know to exist.

Do suppliers have any responsibilities?

Suppliers of machines, devices, tools or equipment for use at a workplace, under rental, lease or similar arrangement, must ensure that the items are in good condition and that they comply with the Act and regulations. They must also maintain the items in good condition if they are required to do so under the rental, lease or similar arrangement.

Toxic Substances (Sections 20-22, 28(1)(*l*) and 41(2))

What is a toxic substance?

A toxic substance is a biological, chemical, or physical agent, or combination of such agents used, or intended to be used, in a workplace, whose presence or use in the workplace is likely to endanger the health of a worker.

How are toxic substances controlled under the Act?

Where a substance is used which is likely to endanger the health of workers, its use, intended use, presence or manner of use may be prohibited, limited, restricted or subject to conditions as specified.

The Act permits control of toxic substances by three routes. These are:

1. By regulation under Sections 22 and 41(2), 14 and 15, a biological, chemical or physical agent may be designated and the limits of exposure established, the methods and procedures for control set out and medical examinations and record keeping prescribed. The ministry must publish in *The Ontario Gazette* a notice of intent to designate a substance. A process of public consultation follows before regulations come into effect.

2. By regulation under Section 41(2), 12 and 13 the Lieutenant Governor in Council may regulate or prohibit atmospheric conditions to which a worker may be exposed in a workplace and prescribe methods and procedures for determining the concentrations of a toxic substance in a workplace.

3. By order under Section 20, a director may issue an order to an employer to prohibit, limit or restrict the use of a toxic substance. If an employer, a worker, or a trade union is aggrieved by the order, the employer, worker or trade union may appeal in writing to the minister within 14 days. The minister's decision in the appeal is final.

In reaching a decision to issue an order, a director may rely upon a report or assessment of any process or biological, chemical or physical agents or combination thereof used or intended to be used in a workplace, made by an expert and provided at the expense of the employer which is obtained by an inspector under section 28(1) clause 1.

This order may be appealed within 14 days and the minister may appoint a person to hear the parties.

Who must be notified of a Section 20 order?

The employer must give a copy of the order to the health and safety committee or the health and safety representative and the union, if any. The employer must also post a copy of the order so that it can be easily seen by those workers who may be affected by the use, presence or intended use of the toxic substance.

What happens if a new substance is to be manufactured or distributed in Ontario for use in Ontario workplaces?

Anyone who wishes to manufacture, distribute or supply a new substance for use in a workplace must first submit details of its composition and properties to the ministry. If the ministry believes the substance could be hazardous, it will require an expert assessment to be made at the expense of the manufacturer, distributor or supplier.

What is a new substance?

A substance is considered new where it consists wholly of new agents or where it consists partly of new agents or where it consists wholly of old agents never before combined or where it is not included in an inventory compiled or adopted by the ministry. On January 3, 1981, the ministry adopted by order the Chemical Substances Initial Inventory of May, 1979, together with the Cumulative Supplement of June, 1980, published by the Administrator of the Environmental Protection Agency of the United States of America. Inquiries concerning the inventory should be directed to

Inventory of Agents
Standards and Programs Branch
Ministry of Labour
400 University Avenue
Toronto, Ontario
M7A 1T7

Refusal to Work Where Health or Safety Is in Danger (Sections 23-24)

Can a worker refuse to do dangerous work?

Yes, if the worker has reason to believe that:

- the equipment or machinery to be used is likely to endanger the worker or another worker;
- the physical condition of the workplace is likely to endanger the worker, or
- the equipment, or machinery or physical condition of the workplace are likely to endanger any worker and contravene the Act or regulations.

The Act does not entitle a worker to refuse work due to anticipated or actual conduct or health of another worker.

What is a worker to do if he or she refuses to work in these circumstances?

The worker must immediately inform the employer or supervisor of the circumstances of the refusal.

Must the employer or supervisor respond?

The supervisor or employer must immediately investigate the situation in the presence of the worker and

- a designated member of the health and safety committee, if there is one, or
- a health and safety representative, or
- a worker selected for his or her experience and training by the trade union or the workers.

If the situation is resolved at this stage, the worker will return to work.

What if the worker is dissatisfied with the result of the investigation?

If the worker has reasonable grounds to believe that the circumstances are such that the work is dangerous, the worker may continue to refuse to work.

The worker or employer must notify a Ministry of Labour inspector. Inspectors can be contacted by telephoning the nearest district office as listed in this booklet or in the government listings of the telephone book.

The inspector will investigate the refusal in the presence of the worker, the employer and another worker, as above, and will decide whether or not the situation is likely to endanger the worker or another person.

What does the worker do while waiting for the inspector?

The worker must remain in a safe place near his or her work station. However, the employer can assign the worker to other reasonable work during normal working hours. If no such work is available, the employer can give other directions. If a collective agreement makes provision for such a situation, those provisions apply.

Under what circumstances must the worker return to work?

In situations where an inspector does not consider the refusal to be based on reasonable grounds (a contravention of the Act or regulation and/or a danger to the health or safety of the worker) the worker is expected to return to work. However, if the worker has reasonable grounds, the inspector cannot order a return to work. The worker may be subject to disciplinary action by the employer if the worker persists in refusing where no reasonable grounds exist.

Is the worker paid for the time spent refusing to work?

There cannot be a definite answer given. It will depend upon the justification for the refusal and upon the terms of employment.

Can another worker be asked to do the work that has been refused?

The employer can offer the job to another worker before the inspector's investigation, but this worker must be informed of the refusal and the reasons for it. The other worker may also refuse to do the work if he or she has reason to believe that it will endanger himself or herself or another worker. Another worker is not entitled to refuse only because of the refusal of the first worker.

Can any action be taken against a worker for refusing?

The employer cannot take reprisals such as disciplinary action or dismissal if the refusal to work was made in good faith and in compliance with the Act. Frivolous refusals may lead to disciplinary action.

What can a worker do if disciplined?

A worker may file a complaint with the Ontario Labour Relations Board or if the worker is under a collective agreement, the matter can be taken to arbitration under the agreement. In an inquiry before the board, the employer must prove that the reprisals were taken in accordance with an improper refusal to work.

What can the board do?

The board has power to order the substitution or removal of penalties.

Do all workers have the right to refuse dangerous work?

A person who is employed by, or who is a member of, a police force to which the *Police Act* applies, full-time fire fighters as defined in the *Fire Departments Act* and staff of correctional and related institutions do not have the right.

Certain classes of workers have a right to refuse if the refusal does not put the life, health or safety of another person in imminent jeopardy. This conditional right of refusal applies to workers in:

- hospitals, nursing homes, mental health and other health care institutions;
- residential group homes and rehabilitation facilities; ambulance and first aid services;
- laboratories operated by the Crown and licensed under the *Public Health Act*, and
- service facilities related to the above institutions

Inspections and Investigations (Section 28-34)

What is an inspection by a ministry inspector?

A ministry inspector is entitled to enter any workplace to ensure that the health and safety of workers are being protected and that the provisions of the *Occupational Health and Safety Act* and the regulations are being complied with.

What workplaces can be inspected?

Any workplace subject to the Act can be inspected.

At what times does an inspection of a workplace take place?

It depends on the type of workplace. For example: construction projects are inspected every three to four weeks; industrial workplaces are inspected as often as every three months or as problems arise, according to the industry involved, plant size and past performance in health and safety. Mines are inspected about three times a year.

Can employers or workers request an inspection?

Anyone can request the ministry to send an inspector. If a worker requests the inspection and does not wish the employer to know who made the request, this information is kept confidential.

Does an inspector give advance notice of an inspection?

Routine inspections of most workplaces are made without notice. However, many underground mine inspections are pre-arranged with the agreement of the unions, so that a representative can accompany the inspector.

What does a ministry inspector do on an inspection?

An inspection involves a physical inspection of the workplace by the inspector, generally accompanied by management and labour representatives. The inspector writes a report of this visit, including recommendations for improvement of health and safety practices and, where appropriate, issues orders to correct any contraventions of the Act and regulations.

Does anyone have the right to accompany the inspector?

A health and safety committee member or representative, or a knowledgeable and experienced worker selected by the union, or a worker if there is no union, must be given the opportunity to accompany the inspector. If there is no such person, the inspector must try to consult on matters of health and safety with a reasonable number of workers during this inspection.

Can an inspector require information from the employer?

The inspector can examine drawings, records and other documents. The inspector can require, in writing, that the employer produce any records or information, or produce a report or assessment made by an expert concerning processes or hazardous agents in the workplace.

What happens when an order is issued?

An order is issued in writing to the owner, constructor or employer or person in charge who must post a copy of the order in the workplace and also give a copy to the health and safety representative or joint health and safety committee. The employer is expected to comply with the order, often within a specific time period. Orders are usually followed up to ensure compliance. Failure to comply with an order may result in increased inspections, charges or stop-work orders.

Can an inspector order that work be stopped?

Where contravention of the Act or regulation is dangerous to the health or safety of a worker, the inspector can stop a particular job or all operations in the workplace and can order that the workplace be cleared and isolated until the hazard is removed.

When does the ministry prosecute?

A prosecution may be initiated for any contravention of the Act or regulation. In determining whether to prosecute, the ministry considers such matters as the seriousness of the offence, whether there have been repeated violations or orders that have been ignored. An employer, owner, constructor, supervisor or worker may be prosecuted for being responsible for the contravention or for failure to remedy a contravention.

What is an investigation?

Investigations to determine what occurred and how it occurred are conducted following fatal and serious accidents, unusual occurrences and refusals to work.

Who conducts investigations?

Inspectors from the ministry, generally accompanied by employer and worker representatives conduct investigations. Ministry staff may be reached for emergency situations twenty-four hours a day through the Queen's Park operator in Toronto (416) 965-1211.

Part 2

The Ministry of Labour and the Occupational Health and Safety Act

The *Occupational Health and Safety Act* is administered by the Ministry of Labour's Occupational Health and Safety Division. The division's main offices are at 400 University Avenue in Toronto and there are district offices around Ontario, as listed on page 30. Further information on the Act and regulations and on the activities of the division may be obtained from ministry staff.

The Act is based upon the principle that hazards can best be dealt with in the workplace itself through communication and co-operation between employers and workers.

Fundamental to the Act is the concept that employers and workers must share responsibility for occupational health and safety and that both must actively seek to identify hazards and develop responses to protect workers. This internal responsibility system assumes assessment of the system itself by employers and workers through the appointment of health and safety committees and representatives and through regular inspections of the workplace.

The Occupational Health and Safety Division provides consultative services to assist employers and workers in establishing and maintaining their internal responsibility systems. Most often, consultations are initiated by the ministry. However, workers, unions, supervisors, managers and employers may request a consultation with the ministry.

The Construction, Industrial and Mining Health and Safety Branches conduct inspections and investigations (as described in Part 1) to ensure that the health and safety of workers are being protected and that the provisions of the *Occupational Health and Safety Act* are being complied with. Ministry staff also visit workplaces to make assessments of hazardous agents which are known to be present, or where an unidentified agent appears to be creating a health hazard. Health hazard assessments are made routinely in many workplaces, but may also be requested by employers or workers. The ministry hygienist conducting the assessment is accompanied by a ministry inspector and an employer and/or worker representative.

The Occupational Health Branch of the division also provides analytical laboratory services to the ministry, employers, physicians, health units and the Workers' Compensation Board. Mobile units equipped to perform X-ray and pulmonary function tests visit workplaces to examine workers and identify occupationally-induced chest diseases. This service aims to prevent chronic respiratory disease and disability through early diagnosis and recommendations for prevention of further exposure.

In the mining industry, the division offers a program to train new miners in mine rescue techniques.

Division engineers also conduct pre-development reviews of all plans for major construction or alteration of workplaces so that health and safety problems can be avoided. Details of specific requirements can be found in the regulations for construction projects, industrial establishments and mines and mining plants.

Appendix A

Regulations made under the *Occupational Health and Safety Act*
Revised Statutes of Ontario, 1980, Chapter 321 as at March 31, 1985

Construction Projects:	R.R.O. 1980, Reg. 691.
Industrial Establishments:	R.R.O. 1980, Reg. 692.
Inventory of Agents or Combinations of Agents for the Purpose of Section 21 of the Act:	R.R.O. 1980, Reg. 693.
Mines and Mining Plants:	R.R.O. 1980, Reg. 694 as amended by O. Reg. 626/82, O. Reg. 226/83, O. Reg. 569/83.
Designated Substance – Lead:	O. Reg. 536/81.
Designated Substance – Mercury:	O. Reg. 141/82.
Designated Substance – Vinyl Chloride:	O. Reg. 516/82.
Designated Substance – Coke Oven Emissions:	O. Reg. 517/82.
Designated Substance – Asbestos:	O. Reg. 570/82.
Designated Substance – Benzene	O. Reg. 732/84.
Designated Substance – Acrylonitrile	O. Reg. 733/84.
Critical Injury Defined:	O. Reg. 714/82.
Fire Fighters Protective Equipment:	O. Reg. 125/83.
Designated Substance – Isocyanates:	O. Reg. 455/83.
Designated Substance – Silica:	O. Reg. 769/83, revoked ss. 273-277 of R.R.O. 1980, Reg. 694.
Designated Substance – Silica:	O. Reg. 769/83.
Regulation to Amend Regulation 691 of Revised Regulations of Ontario, 1980:	O. Reg. 156/84
Regulation to Amend Regulation 694 of Revised Regulations of Ontario, 1980:	O. Reg. 190/84
Teachers:	O. Reg. 191/84.
X-ray Safety, Registration and Plan Review:	O. Reg. 263/84.
University Academics and Teaching Assistants:	O. Reg. 307/84.

Ministry of Labour
District Offices

Barrie
Industrial Health and Safety
114 Worsley Street
L4M 1M1
(705) 722-6642
1-800-461-4383*

Elliot Lake
Mining Health and Safety
Algo Centre
151 Ontario Ave.
P5A 2T2
(705) 848-2885

Hamilton
119 King Street West
L8N 3Z9
Construction Health and Safety
Industrial Health and Safety
(416) 521-7736
1-800-263-6906(8)*

Kingston
1055 Princess Street
K7L 1H3
Construction Health and Safety
Industrial Health and Safety
(613) 547-3414
1-800-267-0915*
Mining Health and Safety
(613) 547-3418
1-800-267-0915*

Kirkland Lake
Mining Health and Safety
4 Government Road East
P2N 1A2
(705) 567-5241

Kitchener
824 King Street West
N2G 1G1
Construction Health and Safety
Industrial Health and Safety
(519) 744-8101
1-800-265-8723*

London
205 Oxford Street East
N6A 5G6
Construction Health and Safety
Industrial Health and Safety
Mining Health and Safety
(519) 439-3231
1-800-265-4707*

North Bay
Industrial Health and Safety
1500 Fisher Street
Northgate Square
P1B 2H3
(705) 476-2711
1-800-461-1654*

Ottawa
2197 Riverside Drive
K1H 7X3
Construction Health and Safety
Industrial Health and Safety
(613) 523-7530
1-800-267-1916*

Peterborough
139 George Street North
K9J 3G6
Construction Health and Safety
(705) 742-3436
1-800-461-1425*
Industrial Health and Safety
(705) 876-1800
1-800-461-1425*

Richmond Hill
Mining Health and Safety
10720 Yonge Street
L4C 3C9
(416) 884-6551
1-800-268-3829*

St. Catharines
205 King Street
L2R 3J5
Construction Health and Safety
Industrial Health and Safety
(416) 682-7261
1-800-263-7260*

Sarnia
Industrial Health and Safety
700 Christina Street North
N7V 3C2
(519) 336-1200
1-800-265-1416*

Sault Ste Marie
390 Bay Street
P6A 1X2
Construction Health and Safety
Industrial Health and Safety
(705) 949-3331

Sudbury
199 Larch Street
P3E 5P9
Construction Health and Safety
Industrial Health and Safety
(705) 675-4455
1-800-461-4000*
Mining Health and Safety
(705) 675-4464
1-800-461-4000*

Sudbury
260 Cedar Street
P3B 3X2
Mining Health and Safety
(Chief Engineers)
(705) 675-4468
1-800-461-4000*

Thunder Bay
435 James Street South
P7E 6E3
Construction Health and Safety
Industrial Health and Safety
(807) 475-1691
1-800-465-5016(7)*
Mining Health and Safety
(807) 475-1675
1-800-465-5016(7)*

Timmins
273 Third Avenue
P4N 1E2
Construction Health and Safety
Industrial Health and Safety
Mining Health and Safety
(705) 267-6231
Zenith 57740* (Mining)

Toronto East
2500 Lawrence Avenue East
Scarborough
M1P 2R7
Construction Health and Safety
Industrial Health and Safety
(416) 750-3557
1-800-268-6541*

Toronto West
2 Robert Speck Parkway
Mississauga
L4Z 1H8
Construction Health and Safety
Industrial Health and Safety
(416) 273-7800
1-800-268-2966(7)*

Windsor
500 Ouellette Avenue
N9A 1B3
Construction Health and Safety
Industrial Health and Safety
(519) 256-8278
1-800-265-5140(4)*

Head Office
400 University Avenue
Toronto, Ontario
M7A 1T7
Construction Health and Safety
(416) 965-7161
1-800-268-8013*
Industrial Health and Safety
(416) 965-4125
1-800-268-8013*
Mining Health and Safety
(416) 965-1328
1-800-268-8013*
Occupational Health
(416) 965-3211
1-800-268-8013*
Special Studies and Services
(416) 965-2493
1-800-268-8013*
Standards and Programs
(416) 965-8710
1-800-268-8013*

*Toll free line. For callers located within the area code but outside the local calling area of this city. Consult the blue pages in your local telephone directory for additional information. The Ministry may also be reached 24 hours a day through the emergency telephone number in Toronto (416) 965-1211.